

20 MAR 2000

SUBJECT GROUP 4600-4699 TRAVEL AND TRANSPORTATION

SUBGROUP 4600 - GENERAL

4600.1 General. Only sufficient transportation equipment to carry out the stated mission adequately and within reasonable limits will be assigned to a naval activity. Subsequent and continuing determinations and justifications of requirements will be based upon analyses of equipment and military requirements. The use of all Navy-owned and controlled motor vehicles shall be restricted to official capacity as an officer or employee. This precludes the use of government vehicles for personal use. The purpose of the trip must be related to the performance of official duties or in connection with activities conducted under official authorization. To maintain adequate transportation service, it is essential that each ship or activity request transportation.

4600.2 Shipment of Household Goods. FISC Norfolk is a major shipping and transshipment point and handles movement of household goods and Privately Owned Vehicles (POV's). Complete information may be obtained by contacting the Consolidated Personal Property Shipping Office-Norfolk, FISC Norfolk.

a. The source of supply for ships at NAVSHIPYD Norfolk is the FISC Norfolk. FISCNORVAINST 11000.1 series, SERVICE TO SEAPOWER, provides instructions for requisitioning material and services from that activity.